

EXERCISES FOR COMPUTER BASICS

1. Turn the computer on and off using the instructions handout.

2. Look at the *desktop* and identify the **ICONS**. **Double Click** on Internet Explorer, an application that lets you access the Internet.



to start

3. Click on the **Start button** at the lower left corner of the screen and note the result.



4. Put your **CURSOR** on All Programs and try using both the mouse and the arrow keys to navigate the programs menu.

5. Start an application from the PROGRAMS menu by highlighting it (that is, placing your cursor arrow over it) and clicking on it.

6. Look at the TASK BAR along the bottom of the screen. There should be a rectangle for each window you have open – that is, one for each program you started. Click on one of them.

7. Close the window by clicking the X in the upper right corner.

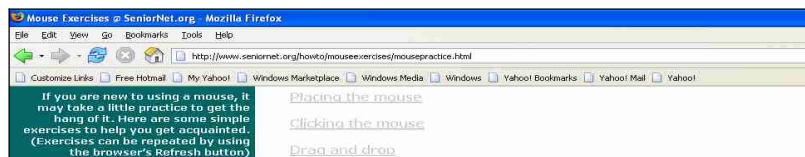


8. TRY A MOUSE TUTORIAL.

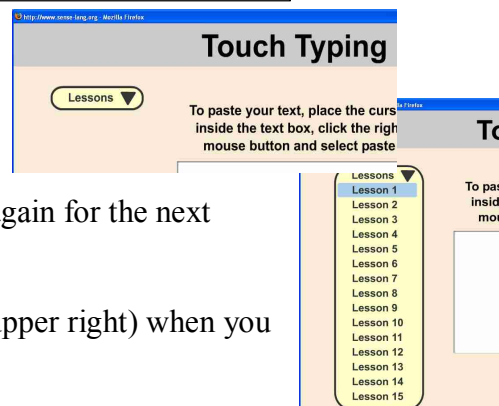
- On the Desktop, click on an icon for the mouse tutorial. There are two of them. Do the Gates one first.
- Follow the screen instructions.

9. TRY A TYPING TUTORIAL.

- Click the icon for the typing tutorial. It will take you to <http://www.sense-lang.org/typing/>



- Click the word “Lesson” and a “drop down menu” will appear. Click “Lesson xx” starting with Lesson 1.



- When you get tired of Lesson 1, press the “Exit” button and do step 6 again for the next lesson.
- Close the window (click the X in the upper right) when you are done.

10. Close all the open windows and turn off the computer according to the instructions handout.